

MONTHLY BUILDING INSPECTION FORM

Place a check in the adjacent box if the items listed below exist. Document the location and details in the space on the right.

Building:

Section:

Inspector:

Supervisor:

Date:

ELECTRICAL CORDS AND OUTLETS

- ☐1. Electrical cords attached to building surfaces (hanging on nails or pipes, stapled, etc.)
- ☐2. Frayed, cut, nicked, or damaged cords (exposing interior conductors).
- ☐3. Cords running exposed across walkways.
- ☐4. Extension cords used as permanent wiring.
- ☐5. Two pronged extension cord used.
- ☐6. Adapter used.
- ☐7. Missing ground pin on electrical cord.
- ☐8. Outlet with missing or broken cover.
- ☐9. Empty opening in electrical equipment.
- ☐10. Exposed live parts.
- ☐11. Ungrounded equipment.

FIRE HAZARDS

- ☐1. Items stored within 3 ft. of electrical panel.
- ☐2. Items blocking fire extinguishers.
- ☐3. Items blocking exit doors.
- ☐4. Exit doors locked or do not open easily.
- ☐5. Fire or smoke doors chocked or tied open.
- ☐6. Combustible storage in halls/passageways/etc.
- ☐7. Any items stored in stairwells.
- ☐8. Halls narrowed less than 44 inches (halls)/36 inches (cubes).
- ☐9. Combustible storage directly in front of outlet.
- ☐10. Burned out Exit signs.
- ☐11. Burned out Emergency Lights.

STORAGE

- ☐1. Cardboard, cloth, paper stored directly on floor.
- ☐2. Storage stacked higher than 5 feet w/o stepstool/ladder.
- ☐3. Storage within 2 feet of ceilings
- ☐4. Storage stacked within 18 inches of sprinklers.
- ☐5. Storage within 3 feet of heater/heat source.
- ☐6. Storage stacks lean and/or are not secure.
- ☐7. Oily rags not in approved metal container.

HAZARDOUS SUBSTANCES

- ☐1. Compressed gas cylinders not capped and secured.
- ☐2. Flammable chemicals stored outside flammable cabinet in quantities greater than 25 gallons.
- ☐3. Acids and bases, and incompatible chemicals, stored adjacent to each other.
- ☐4. Chemical containers not labeled with name and associated hazard.

MISCELLANEOUS ITEMS

- ☐1. Burned out or missing light bulbs.
- ☐2. Spurs, splinters, protruding nails, etc. on furniture.
- ☐3. Tripping hazards in carpet or floors.
- ☐4. Other Items Noted.